



# **APPLICATION FOR CONTRACTOR LICENSE TRANSFER**

*From a business to an individual name or elective suspension*

License Holder Name: \_\_\_\_\_

Current Address: \_\_\_\_\_

Current Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Type of License: \_\_\_\_\_

License Number: \_\_\_\_\_

Former Company Name: \_\_\_\_\_

I, \_\_\_\_\_, holder of the above license, do hereby request this license and the authority to apply for a permit and perform the work associated with it be removed from the assigned company above. I further request that the license and the authority vested herein be transferred as follows:

\_\_\_\_\_ Re-issue my license in my own name. I am attaching the necessary fee, bond, liability insurance and Worker's Compensation documentation reflecting the change.

\_\_\_\_\_ Place my license in elective suspension (escrow).

I understand that by transferring my license to my own name, I may continue to obtain permits and perform work; and that for the next ninety (90) days, my license must remain in my individual name to provide time for the former assignee to complete permitted projects and/or find another licensed contractor to assume responsibility for work in progress. I further understand that a license transferred to elective suspension carries an annual fee that must be paid by the due date of the license renewal.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Sworn to before me and signed in my presence this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_

Notary Public Signature \_\_\_\_\_ My Commission Expires on \_\_\_\_\_

**Notary Seal Here**